

March 14

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
February 23	24	25	26	27	28	March 1
	<div style="background-color: #4f81bd; color: white; padding: 2px; margin-bottom: 5px;">■ B - Reports ready by 10</div>		<div style="background-color: #ffc000; color: white; padding: 2px; margin-bottom: 5px;">★ B - Pay day</div>	<div style="background-color: #70ad47; color: white; padding: 2px; margin-bottom: 5px;">■ A - Lockdown 2:00pm</div>	<div style="background-color: #70ad47; color: white; padding: 2px; margin-bottom: 5px;">■ A - Payroll clears edits</div>	
Cycle A – Time and Attendance						
Cycle B – Maintenance						
2	3	4	5	6	7	8
	<div style="background-color: #70ad47; color: white; padding: 2px; margin-bottom: 5px;">■ A - Reports ready by 10</div>		<div style="background-color: #ffc000; color: white; padding: 2px; margin-bottom: 5px;">★ A - Pay day</div>	<div style="background-color: #4f81bd; color: white; padding: 2px; margin-bottom: 5px;">■ B - Lockdown 2:00pm</div>	<div style="background-color: #4f81bd; color: white; padding: 2px; margin-bottom: 5px;">■ B - Payroll clears edits</div>	
Cycle B – Time and Attendance						
Cycle A – Maintenance						
9	10	11	12	13	14	15
	<div style="background-color: #4f81bd; color: white; padding: 2px; margin-bottom: 5px;">■ B - Reports ready by 10</div>		<div style="background-color: #ffc000; color: white; padding: 2px; margin-bottom: 5px;">★ B - Pay day</div>	<div style="background-color: #70ad47; color: white; padding: 2px; margin-bottom: 5px;">■ A - Lockdown 2:00pm</div>	<div style="background-color: #70ad47; color: white; padding: 2px; margin-bottom: 5px;">■ A - Payroll clears edits</div>	
Cycle A – Time and Attendance						
Cycle B – Maintenance						
16	17	18	19	20	21	22
	<div style="background-color: #70ad47; color: white; padding: 2px; margin-bottom: 5px;">■ A - Reports ready by 10</div>		<div style="background-color: #ffc000; color: white; padding: 2px; margin-bottom: 5px;">★ A - Pay day</div>	<div style="background-color: #4f81bd; color: white; padding: 2px; margin-bottom: 5px;">■ B - Lockdown 2:00pm</div>	<div style="background-color: #4f81bd; color: white; padding: 2px; margin-bottom: 5px;">■ B - Payroll clears edits</div>	
Cycle B – Time and Attendance						
Cycle A – Maintenance						
23	24	25	26	27	28	29
	<div style="background-color: #4f81bd; color: white; padding: 2px; margin-bottom: 5px;">■ B - Reports ready by 10</div>		<div style="background-color: #ffc000; color: white; padding: 2px; margin-bottom: 5px;">★ B - Pay day</div>	<div style="background-color: #70ad47; color: white; padding: 2px; margin-bottom: 5px;">■ A - Lockdown 2:00pm</div>	<div style="background-color: #70ad47; color: white; padding: 2px; margin-bottom: 5px;">■ A - Payroll clears edits</div>	
30	31					
Cycle A – Time and Attendance						
Cycle B – Maintenance						